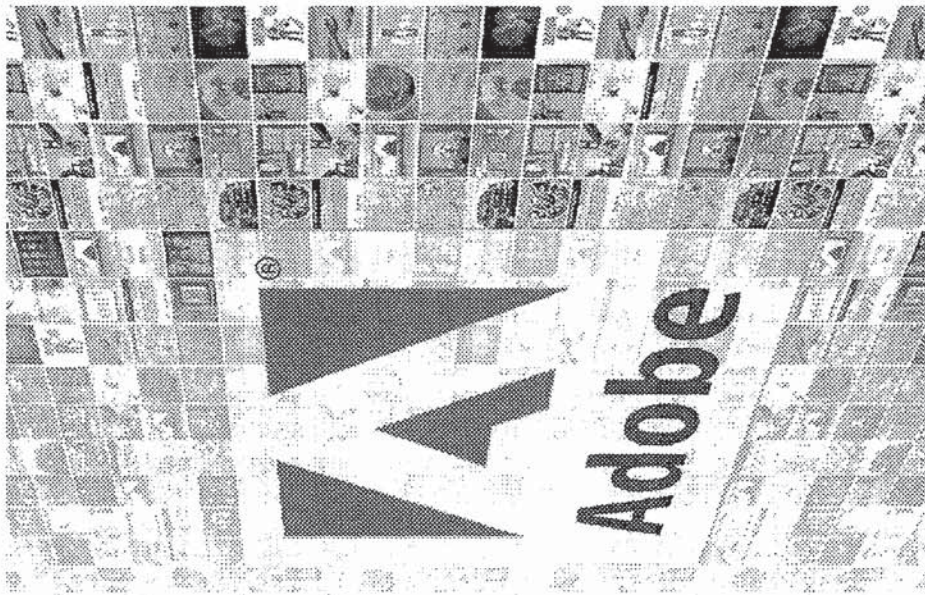


EXHIBIT 216



Retention/Transition Guidelines

Human Resources
Compensation
June 2008

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EXHIBIT	216
WIT:	Morrison
DATE:	8.21.2012
ANNE TORREANO, CSR #10520	

Objectives

- Provide clarity on the various guidelines: retention, transition, counter offer programs and other one-off situations
 - What are they
 - When should they be used
- Provide a framework for consistency (not necessarily equality) across the company
 - Develop clear guidelines and documents that can be referenced

Definitions

■ Transition



3

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Definitions

■ Retention



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Definitions

▪ Counter Offer



▪ Other

- Other one-off situations that do not fall into one of the above 3 categories will be handled on a case by case basis



Next Steps

- Gain agreement on objectives/definitions (Donna and Debbie by 5/31/08)
- Test with HR leadership (Donna's Staff by 6/15/08)
- Develop a detailed matrix and process document for review and approval (Kim by end of Q3)





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